

**Plumas County Children and Families Commission
Meeting Minutes**

Wednesday, July 10, 2002

9:00 a.m.-12:00 a.m.

Public Works Building

Attendees:

Commissioners: Shelley Miller, Tami Davison, Jose Pereira, Paula Russell,
and Elliot Smart.

Staff: Ellen Vieira, Ex. Dir., and Diana Conen.

Public: Pat Leslie, Kelly Marschall, Sandy Norton, Barbara Olson,
and Kandi Whitley.

I. Introductions:

Chairperson Miller opened the meeting at 9:06 a.m. The Commissioners and meeting attendees introduced themselves.

II. Public Comment:

Commissioner Smart spoke briefly on the current status of the state budget, followed by a short discussion among those present of the effects of the budget shortfall on local area and programs.

III. Consent Agenda:

MOTION: Mr. Smart, seconded by Mr. Pereira, moved to approve the Consent
Agenda. VOTE: The motion passed unanimously.

IV. Executive Director's Report:

Ms. Vieira referred the Commissioners to her written report for updates on the State CCFC Commission, and CCAFA Association activities (IV a and b).

c. PCCFC Program Update

Ms. Vieira discussed the June 17, 2002 memo from Joe Munzo regarding Funding for Small Counties. The State Commission has voted to continue the current level of base funding, administrative, and travel allocations for the next two years. However, the State Commission also expects that there will be a statutory revision to draw those allocations from the 80% of tax revenues allocated to be distributed directly to counties, rather than the 20% of tax revenues that are allocated by the State Commission. Ms. Vieira said that there are more Urban counties represented on the Legislative/Policy Committee of the California Children and Families Association (CCAFA) than rural. She asked the

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Commissioners how they felt about her participation on the Legislative Committee Fiscal Workgroup. The workgroup will be developing a work plan to address three budget issues: 1) the state budget deficit the expected reduction to Prop 10 revenues and the impact it will have on county programs 2) the rural county administrative and travel augmentations 3) the minimum allocations for the 8 small population counties. Specifically, options will be developed and presented to CCAFA on the request by the State Commission to open the Prop 10 legislation to provide for these allocations to be taken from the 80% of Prop 10 revenues allocated to counties instead of the 20% allocated to the State Commission. CCAFA is hesitant to open the legislation for any statutory change due to the state budget crisis.

Chairperson Miller thanked Ms. Vieira for her willingness to participate on a state level. She also cited the importance of advocacy to maintain the current Prop 10 funding for small counties. She advised Ms. Vieira to keep the Commission advised of her work with CCAFA and if additional staff support was needed to support this effort.

Ms. Vieira noted the meeting schedule for the State Commission and CCAFA. She encouraged the Commissioners to let her know if they would like to attend any of the September-December 2002 meetings.

The PCCFC Budget Report FY 2001/2002 will be completed and presented to the Commission at the September meeting.

d. School Readiness Initiative update:

In May 2002, the State Commission approved funding for the 13 counties previously ineligible to participate in the SR Initiative. These 13 counties did not have any low performing schools with API scores in deciles 1-3. New criteria were developed for these 13 counties: 1) Schools with 1999 API scores in deciles 1-5. 2) Counties without these scores will have to identify special factors such as ethnicity or poverty. Greenville Elementary was the only Plumas county school in 1999 to have an API score of 5. According to the state criteria, Greenville Elementary must have a comprehensive school readiness program developed. Special factors may then be identified in other areas of the county and programs may be developed as appropriate. PUSD Superintendent, Dennis Williams is interested in implementing school readiness countywide.

Ms. Vieira has been attending Special Project meetings at the school district to discuss the SR Initiative. She also met with Kathy Davis, Coordinator of EL programs, and submitted a kindergarten teacher survey to assess the "school readiness" of students entering kindergarten for the school year 2001-2002.

The planning process requires input from parents, community members, teachers, early childhood development representatives, school district administrators, and representation of specific county services, health, social services, mental health, and drug and alcohol.

e. Grant Reports for FY 2001-02.

Ms. Vieira introduced Barbara Olson, Plumas Children's Network, and Sandy Norton, PCPHA Director of Nursing, to give a report on the Newborn Housecalls Project. Ms. Olson distributed copies of her year-end report on the project. She said that the response from the Dr.'s offices, where the Kits for New Parents are being distributed, and from the public requesting additional kits has been tremendous. Some parents have been apprehensive about having a nurse pay a house call, but the extra gifts of reading materials and infant carrier have been great incentives. Up to 150 kits have been distributed to doctor's offices. Ms. Vieira said that a real strength of the program has been Sandy Norton's access and relationships with the health care professionals and Barbara Olson's sensitivity to approaching parents in a positive and non-threatening way. Postcards will be distributed with each kit requesting telephone numbers and permission to contact parents in six months to conduct a short survey evaluation with parents. Assessments and home visiting guidelines are included in the report. Ms. Norton said that some house calls have resulted in referrals for older siblings in the family as well. Ms. Olson stated that one need still to be resolved is finding a bi-lingual home visitor to do assessments in Spanish-speaking homes. Tracking out-of-county births is also difficult, and the information is sometimes not available until the birth certificate is filed.

Ms. Olson also reported on the pre-natal and new parent classes provided through the PCN program funded through RFA 01-02. The pre-natal classes met the goal of reaching 20 families in each session. The new parent classes have not been as successful, whether due to time of year, or the need for more outreach. The report also includes an evaluation listing objectives, activities, and results. Ms. Olson said that evaluation of the program objectives and activities resulted in two recommendations: 1. follow-up contact with clients is essential to see how effective the education efforts have been in changing behaviors, and 2) the classes afforded the participants with a welcome opportunity to meet other new parents, which is not met by the home visiting program. Ms. Vieira stated that she and the contracted evaluator will review the 01-02 grant reports and individual project level evaluation plans/data and meet with project coordinators.

Ms. Vieira reported on the status of the remaining projects. Jaye Bruce, Healthy Touch program coordinator, has expanded the scope of work for her program, including attending trainings, working with PUSD and Carol Burney providing infant massage, and with Newborn Housecalls to provide breastfeeding support. Ms. Bruce has also been vanderized through the Far Northern Regional Center to work with PUSD outreach to special needs children. Ms. Norton said that in some cases where the mother was not successful in breastfeeding a previous child, referrals to Ms. Bruce have been very well received.

The PUSD Special Needs Outreach/Infant Stimulation Program required an initial period of time to develop outreach and referral strategies with Far Northern Regional Center. Some of the infants in the program have transferred to pre-school programs. Outreach to identify new eligible infants/families has increased the numbers enrolled. The program has been extended two weeks into the summer to expend all of the funds allocated for FY 01-02. Funding for RFA 02-03 will begin in September 2002.

Ms. Vieira reported that the Central Plumas Recreation and Park District has been in the process of recruiting a Director for the Teeter-Totter Preschool Program who will be responsible for curricula development and program design. The program is scheduled for a September 4, 2002 start date in the United Methodist church hall in Quincy. The program will accommodate 18 slots for 3 ½ to 5 year-olds, three days per week. Jim Boland, CPRPD Director, is currently seeking other funding to sustain the program after February 2003 when the PCCFC planning grant is concluded.

Ms. Vieira distributed the Mountain Valley Child Development School Readiness Pilot Project report and demonstrated a sample Take Home Kit, designed to teach parents how to work with their children at home to support their child's success in school. Director Barbara Ratslaff will also be a participant on the planning committee for the School Readiness Initiative.

Ms. Vieira said that the Child Care Retention and Incentives project was a great success. Shelley Miller provided her services as the Professional Growth Advisor, and received most of the applications during the month of May. Revised timelines have been developed by the Project Advisory Committee for FY 02-03 to allow for more time for the review process. About \$31,000 was distributed in stipends for qualified early education teachers and caregivers. Child Care Resource and Referral was able to coordinate with AB212 funding for center-based staff through Plumas Unified School District. Checks will be sent out July 15th. The report to CCFC is due October 15th.

Chairperson Miller suggested that item IV of August 14, 2002 meeting be discussed after the Public Hearing along with item VI. Next Meeting Dates.

V. Public Hearing – Adoption of Strategic Plan 2002

Chairperson Miller opened the Public Hearing on the adoption of the 2002-2005 PCCFC Strategic Plan.

Ms. Marschall said that all feedback from the public hearing and discussion by the Commissioners would be incorporated into the Strategic Plan, to produce a final document. She summarized the most recent changes that had been made to the current draft. On page 33 there were more recent statistics on children with special needs, and some formatting changes. Tables for data on page 22 were corrected. The cover date was changed to July 2002.

Ms. Norton said that the number of dental clinics accepting DentiCal should be 3 instead of none. Page 28 has too much white space, which is a pagination error and will be corrected. Ms. Miller said that the words "and with less suffering" were deleted during the last discussion, but the correction had not been made. Pat Leslie said that on page 49 "no mental health specialists" should read "no *licensed* mental health specialists".

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Ms. Vieira said that Mr. Dennison had communicated his support for the adoption of the Strategic Plan and regretted that he could not attend the Commission meeting.

MOTION: Mr. Smart, seconded by Ms. Russell, moved to close the Public Hearing.
VOTE: The motion passed unanimously.

MOTION: Ms. Russell, seconded by Ms. Davison, moved to approve the final draft of the Strategic Plan with the above amendments.
VOTE: The motion passed unanimously.

Chairperson Miller thanked Ms. Marschall for her work in helping the Commissioners to draft the revised Strategic Plan. Mr. Smart said the Commissioners started on the process of revising the Strategic Plan with the intention of showing the connection between the data that had been gathered and the goals and objectives that had been set for the programs. He said that the Strategic Plan was that document, and that the Commissioners now have a roadmap which would allow them to look back and know “where we are and how we got here.”

VI. Next Meetings.

Ms. Vieira said that there were no pending action items that the Commission needs to address in the next month, and the regularly scheduled date for the Commission meeting conflicts with the CCAFA Staff Development Summit, August 14-16th. She recommended canceling the August meeting rather than rescheduling it. Chairperson Miller, hearing no objections, directed that the next meeting to be scheduled for September 11, 2002.

Mr. Smart said that now that the Strategic Plan has been adopted, it seems that Commission business can be accomplished in a shorter time period. Ms. Vieira said that since her report is done in writing, two hours should be sufficient. Additional time could be scheduled when needed. Ms. Miller asked about the proposed schedule for program reports and guest speakers, and whether that would lengthen the time allotted. Ms. Vieira stated that the time allotted on the agenda would be 15 minutes and presentations could be presented within the two-hour agenda.

The next meeting will be held on September 11, 2002, from 9-11 a.m..

VII. Adjournment.

MOTION: Mr. Pereira moved to adjourn the meeting; Ms. Davison seconded. VOTE: The motion passed unanimously.

The meeting adjourned at 10:37 a.m.

Minutes respectfully submitted by: Diana Conen